

Minutes

The regular meeting of the Board of Fire Commissioners, Fire District No. 2 was held on the above date at the Lenola Fire House. The meeting was called to order at 7:00 p.m. by President Wesolowski.

Five Commissioners were present. Also, in attendance were Chief Robert Grant, Battalion Chief DiPaolo, Chief's Assistant Wesolowski and Administrator Knobbs.

Wesolowski identified the emergency exits, indicated the front door was opened to the public and opened the meeting by reading the following statement in accordance with the "Open Public Meetings Act":

This meeting of the Board of Fire Commissioners, Fire District No. 2 of The Township of Moorestown is being held in accordance with the Open Public Meetings Act of 1975. Pursuant to the "Act", on February 22nd, 2019 the required notice was transmitted to the *Burlington County Times* and the *Moorestown Sun*.

Additionally, the required notice was posted on the bulletin board, reserved for such notices, in the lobby of the Town Hall, 111 West Second Street, Moorestown, NJ 08057, on the bulletin board of the Moorestown Municipal Library, 111 West Second Street, Moorestown, NJ 08057 and on the bulletin board of the Lenola Fire House, 229 North Lenola Road, Moorestown, NJ 08057 and filed with the Clerk of the Township of Moorestown on this date.

Lastly, written notice was posted on the official website, MoorestownFireDistrict2.com on February 22nd, 2019 and mailed to each person who has requested copies of the schedule of meetings.

An affidavit certifying that the aforesaid delivery and posting of notices was prepared and signed by the Administrator.

Wesolowski called for a salute to the flag and a moment of silence for our departed members.

Minutes:

On a motion by Commissioner Carruthers, seconded by Commissioner Niedermayer, the minutes of the April 3, 2019 regular meeting were approved 5-0.

Chief's Report:

Chief Grant gave the following report:

1. Reports for April, 2019 were posted on the board and submitted.
2. Chief advised the board that the new boots are in the process of being ordered. The price has changed due to a change in boot style. He will be ordering a total of 18 pairs. 14 will be from the money that was budgeted and 4 will be taken out of dedicated penalty funds.

3. The Chief advised the board that they are beginning the search for new gear. The current gear is nearing end of life. He expects the new gear to be approximately \$3,000 per set. A total of 25 sets will be needed with an expected total of \$75,000. He will keep the board apprised of the progress.

Chief's Assistant Report:

In addition to the regular duties, the assistant worked on tire replacements on vehicles (FI313 and the BFP Blazer). He oversaw the annual pump testing of the apparatus, and he reported that the gear dryer was being shipped from the manufacturer to the local sales office next week. They will schedule installation once the machine is received in Pennsylvania. Also, the Commissioner Plaque name plates for the two new Commissioners were ordered.

Commissioner Grant asked about the in-memory plaque on the front of the building for deceased members, that had normally had "Lest we forget" has been empty. Brian Wesolowski advised that the plaque has been that way since he started in 2016. After discussion it was decided to repost "Lest we forget".

Captain's Report:

Deputy Chief DiPaolo gave the following report for the month of April, prepared by Captain Walter Fox:

1. All apparatus and equipment were checked regularly throughout the month and are operational.
2. Reported on the maintenance and/or repairs performed throughout the month.
3. Report was submitted and filed.

Fire Official Report:

President Wesolowski reported that F.O. Orsini was unable to attend tonight's meeting and submitted his written report which is available in the drop box. There were no questions on the submitted report.

Rental Manager's Report:

Rental Chairman Orsini was unable to attend and submitted written reports that were available in the drop box. There were no questions on the submitted reports.

Squad Report:

Administrator Knobbs reported that there are no financial reports for the squad.

Bills:

The Statement of Expenditures, listing of bills to be paid in May were provided to the Board members for review prior to the meeting. Administrator Knobbs discussed the bills highlighted on said Statement and reported on bills received after the report was published. He further noted that there were routine bills that were due to be paid but not yet received.

There being no further questions or comments on the bills, a motion by Commissioner Carruthers, seconded by Commissioner Humes to pay the May bills and any regular bills that come in was approved by the five commissioners present.

Commissioner Carruthers abstained on all invoices relating to his position as a part-time Fire Inspector employed by Fire District 1.

Communications:

1. Administrator Knobbs discussed Industrial Appraisal Company scheduling a visit to re-evaluate the insurance values on the Fire House and The BFP Offices. At this time, they probably will not be able to schedule a visit until early June. They will advise us if they have any availability sooner. Knobbs noted that the last full appraisal was done in 2013.

Old Business:

1. 2018 Audit- Knobbs reported that this is still ongoing. The auditor is in the process of reviewing the items that were physically dropped off.
2. Fire Official, UFD Appeal- Administrator Knobbs reported that there is still no word on back payment adjustment figure. All of the future payments will be going into the PFRS Account.
3. Annual Financial Disclosure-Due 4/30/19 – Knobbs stated that all of the parties have submitted the necessary information online and he has verified same with the Township Clerk.
4. Engine Room Projects
 - a) **Ceiling Demo** – Completed
 - b) **Electric Work** – Electrician has completed all work except the final connections
 - c) **Painting** – Interior painting and ceiling track painting are completed.
 - d) **Gear Dryer-Duct Work Installation**- as reported earlier, the gear dryer is being shipped next week and upon arrival in PA we will be contacted with an install date.
 - e) **Ceiling Install**- Knobbs reported that he spoke with the salesman, Jim, from ERCO Ceilings and updated him on our progress. ERCO currently has a week to a week and a half delay in scheduling work. We will update him on our progress as we go along. Knobbs stated that we are going to wait for final installation of the gear dryer prior to scheduling the ceiling install.
5. Parking lot steps- Knobbs that the steps between the firehouse and the offices have been replaced with concrete steps. Since the steps were replaced and the tread depth was brought up to code, the railing that was original to the stairs are no longer going to work correctly. Knobbs reported that the cost to purchase a new rail system would be approximately \$300.00 Knobbs also stated that the installation would be completed by himself and Matt Orsini. Commissioner Grant made a motion, seconded by Commissioner Niedermayer to purchase a new railing system for the steps. Motion was approved by the five commissioners present.

New Business:

1. Exhaust System- Commissioner Carruthers reported that he has noticed that the exhaust system has not been activating the last few call on 3131. He also stated that he has noticed problems with the exhaust not turning on for the ambulances. Knobbs stated that this is the first he is being made aware of this and he will contact Clean Air the following day to adjust/repair the system.
2. Solicitor Retirement- Commissioner Niedermayer asked about the retirement of our current solicitor and search for a replacement. President Wesolowski stated that our current solicitor is retiring December 31, 2019. He would like to begin the search in August. He asked that the administrator make a note of same.

Meeting opened to the public:

There being no further questions or comments from the public, this portion of the meeting was closed.

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:34 p.m.